

A Brief Explanation of the Guidelines

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These Design Guidelines are a product of numerous neighborhood work sessions involving residents, property owners, the Executive Director of the Historic Resources Commission and several Commissioners.

The sessions were held in the neighborhood from the summer of 1989 through the early spring of 1990.

Study packets assembled by the Director of the HRC were sent to every property owner in Albemarle Park. The work sessions were also open to all property owners. Six to ten property owners attended each work session and participated in the drafting of these Guidelines.

A work group including the Executive Director, two Commissioners, and four property owners produced the final draft of these Guidelines for review by the property owners and the HRC.

The final draft was presented to the residents and property owners of Albemarle Park in an open meeting at the Unitarian Church on Charlotte Street in April, 1991.

Following this meeting, a work session was held with the members of the HRC so that they could become familiar with them.

A Public Hearing before the HRC was held May 8, 1991 at which additional comment was solicited.

A final work session by the Guidelines

committee was held Saturday, May 25.

Finally, on June 12, 1991, after almost two years of work by many committed people, these Guidelines were adopted by the HRC as the official Design Guidelines for the Albemarle Park Local Historic District.

Procedure for Amending the Guidelines

It was recognized by all of the participants who were involved in the development of these Guidelines that they are not static, nor meant to be carved in stone.

They are a tool for the use of the property owners and the HRC that may need improvement periodically.

A property owner or a commissioner on the HRC may make a request in writing for a hearing before the Commission at its general monthly meeting to consider amendments to the Guidelines.

All property owners in Albemarle Park will be notified in writing of the hearing at least 14 days prior to the meeting.

Changes to the guidelines shall be approved by a majority vote of the Commission in attendance, provided all conditions regulating the conduct of a general meeting of the HRC are met.

General Principles for Historic Rehabilitation

These general rules have been adapted from the Secretary of the Interior's Standards for Rehabilitation. As such they represent the current, accepted national standards for historic rehabilitation projects.

They are also the basic principles that guided the writing of the more specific guidelines that follow.

In reviewing projects, the Historic Resources Commission may rely on the general principles when situations are encountered that are not specifically covered by the guidelines.

The general principles for historic rehabilitation projects are:

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure or site and its environment, or to use a property for its originally intended purpose.

2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

3. All buildings, structures, and sites shall

be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.

6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than conjectural designs or the availability of different architectural elements from other buildings or structures.

7. The surface cleaning of structures shall be undertaken with the gentlest means

possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

8. Every reasonable effort shall be made to protect and preserve archeological and historic landscape resources affected by, or adjacent to any project.

9. Contemporary design for alterations and additions to existing properties or for new construction shall not be discouraged when such alterations, additions, and new construction do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Normal Maintenance

Except for normal maintenance activities, ALL external changes to existing structures, all new construction and all changes to the landscape MUST be reviewed and approved by the Historic Resources Commission.

The following are considered normal maintenance activities:

- 1) Repainting of existing painted surfaces (unpainted masonry shall not be painted);
- 2) Replacement of window glass (but not the replacement of window units);
- 3) Caulking and weatherstripping;
- 4) MINOR landscaping, including the planting of small vegetable and flower gardens;
- 5) Pruning trees and shrubbery;
- 6) Minor repairs to patios, fences and driveways provided the replacement materials match the existing in detail and color;
- 7) Replacement of small amounts of missing or deteriorated existing siding, trim, roof coverings, porch flooring, steps, etc., provided the materials match the existing in detail and color;
- 8) Installation of gutters and downspouts provided the color matches the house trim color (refer to the design section about proper gutter and downspout design);
- 9) Erection of temporary signs (real estate, political, etc.);
- 10) Repair of existing street or yard lighting.

Repair and Remodeling Work

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Use the following rules of thumb to guide you when you are considering repair or remodeling work on any structures or landscape in Albemarle Park:

ALL changes and additions must be compatible with the existing conditions of the structure or landscape being altered.

Repairs to existing structures or the landscape shall be done so as to match as closely as possible the existing conditions. The type, dimension and scale of materials used shall match the existing.

Where possible and aesthetically appropriate, all efforts shall be made to return to or recapture the original design style of the structure or landscape.

The preservation and restoration of original architectural and landscape design features is strongly encouraged where such actions will not conflict with the existing conditions.

The removal of original features shall not be allowed unless there is a hazardous condition to health or safety and repair to the feature would not allay the hazard.